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13 JUL 1978

MEMORANDUM FOR: Director of Communications
Director of Finance
Director of Training
Director of Security

FROM: James H. McDonald
Director of Logistics

SUBJECT: Contractual and Industrial Security Oversight

REFERENCES: (a) [REDACTED] 113223/78, dated February 1978,
Subject: Industrial Contracts and
Industrial Security Final Report

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25X1A (b) [REDACTED] 5394/77, dated December 1977,
Subject: Industrial Security Interim
Report

(c) Multiple Addressee Memo, dated June
1978, fm DDCI, same subject

(d) Multiple Addressee Memo, dated July
1978, fm DDCI, same subject

1. (U) Action Requested: Addressees are asked to provide weekly progress reports to the Director of Logistics (D/L) on implementation of actions assigned to their offices by the DDCI in Reference (d).

2. (U) Background:

References (a) and (b) are reports by the Task Force on Industrial Contracting and Industrial Security and include various recommendations for carrying out industrial contracting and industrial security responsibilities. Reference (c) approves and directs implementation of a number of Task Force recommendations. Reference (d), which is attached hereto, directs implementation of additional recommendations.

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The DDA has been tasked, by the DDCI in Reference (c), to monitor implementation progress and has further delegated the assignment to the D/L. The D/L has established a reporting mechanism which involves focal point officers in those components tasked with various recommendations. These focal point officers provide weekly input on Tuesdays to [REDACTED] Chief of my Procurement Management Staff. His address is [REDACTED].

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3. (S) Staff Position:

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The Offices of Security and Communications have already appointed focal point officers and have been reporting. They need only note any new direction in Reference (d) and include progress on this new direction in their weekly reports.

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The Offices of Training and Finance were not tasked in Reference (c) and have not been a part of our reporting cycle. These offices are tasked by Reference (d) and accordingly are asked to appoint focal point officers and report progress in the format of the attached progress report to [REDACTED] weekly. Copies of the weekly progress report, for the period ending 11 July 1978, are provided for informational purposes.

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Recommendation #13 of Reference (a) is that the "Project Officer in the Contract Cycle" course be continued with emphasis on the specific role of the contracting officer, the auditor, the security officer, and the technical representative with respect to industrial security. OTR, OS, OL, and DDS&T are assigned responsibility, with OTR designated as having primary responsibility. Any background information on Task Force activity needed by OTR will be made available by [REDACTED] upon request.

We note that some reporting has been by phone rather than in writing, and that some of the written reporting has not been in the required format. This causes us difficulty in preparing our report to the DDA, and may result in our incorrectly reporting your information. Your help in this regard is solicited.

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4. (U) Recommendation: That addressees continue weekly reporting cycle to facilitate the weekly OL report to the DDA.

Signature: James H. McDonald

James H. McDonald

Atts

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